

**AN
OVERVIEW**



**OF
THE**

State School Facility Programs

State of California

- ♦ Arnold Schwarzenegger, Governor

State and Consumer Services Agency

- ♦ Fred Aguiar, Secretary

Department of General Services

- ♦ Ronald Joseph, Director
- ♦ Andrew Chang, Chief Deputy Director
- ♦ Rob Cook, Deputy Director

State Allocation Board/Office of Public School Construction

- ♦ Luisa M. Park, Executive Officer
- ♦ Vacant, Deputy Executive Officer
- ♦ Mavonne Garrity, Assistant Executive Officer

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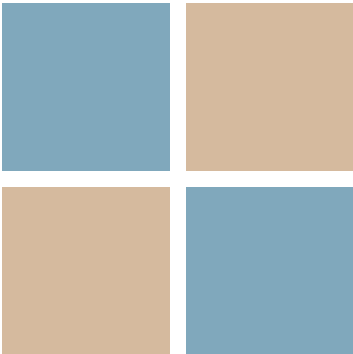
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State Allocation Board



The State Allocation Board (SAB) is responsible for determining the allocation of State resources (proceeds from General Obligation Bond Issues and other designated State funds) used for the construction, modernization and maintenance of local public school facilities. The SAB is also charged with the responsibility for the administration of the State School Facility Program, the State Relocatable Classroom Program and the Deferred Maintenance Program. The SAB is the policy level body for the programs administered by the Office of Public School Construction (OPSC).

The SAB is comprised of the Director of Finance (the traditional chair), the Director of the Department of General Services, the Superintendent of Public Instruction, three members of the Senate, three members of the Assembly, and one appointee by the Governor.

State Allocation Board Members



Tom Campbell
Director, Department of Finance



Ron Joseph
Director, Department of General Services



Jack O'Connell
State Superintendent of Public Instruction



Rosario Girard
Governor's Appointee

Senate Members



Alan Lowenthal
Twenty-First District



Jack Scott
Twenty-Seventh District



Bob Margett
Twenty-Ninth District

Assembly Members



Joe Coto
Twenty-Third District



Jackie Goldberg
Forty-Fifth District



Lynn Daucher
Seventy-Second District

State Allocation Board Executive Officers



Luisa M. Park
Executive Officer



Vacant
Deputy Executive Officer



Mavonne Garrity
Assistant Executive Officer

2005 State Allocation Board Meeting Schedule

State Allocation Board

The SAB meets in different rooms within the State Capitol at 4:00 p.m. when the State Legislature is in session and at 2:00 p.m. when the State Legislature is out on recess. Due to scheduling changes within the Legislature, some of the SAB meetings may be cancelled or changed with short notice. Check the OPSC Web site for latest dates, times and locations.

- ▶ Wednesday, January 26
- ▶ Wednesday, February 23
- ▶ Wednesday, March 23
- ▶ Wednesday, April 27
- ▶ Wednesday, May 25
- ▶ Wednesday, June 22
- ▶ Wednesday, July 27
- ▶ Wednesday, August 24
- ▶ Wednesday, September 28
- ▶ Wednesday, October 26
- ▶ November – No meeting
- ▶ December – Date to be determined

Implementation Committee

Meetings are held at either the Legislative Office Building at 1020 N Street in Room 100 or at the East End Complex at 1500 Capitol Avenue in Rooms 72.149B and 72.151A. Both locations are in Sacramento. Meeting times will be from 9:30 a.m. to 3:30 p.m. with a one-hour lunch break. Meeting times, dates and locations are subject to change. Check the OPSC Web site for latest dates, times and locations.

- ▶ Thursday, January 6
- ▶ Friday, February 4
- ▶ Friday, March 4
- ▶ Friday, April 8
- ▶ Friday, May 6
- ▶ Friday, June 3
- ▶ Friday, July 8
- ▶ Friday, August 5
- ▶ Friday, September 9
- ▶ Friday, October 7
- ▶ Friday, November 4
- ▶ Friday, December 2

Office of Public School Construction

The OPSC implements and administers the State School Facility Programs for the SAB. The OPSC is also charged with the responsibility of verifying that all applicant school districts meet specific criteria based on the type of funding which is being requested.



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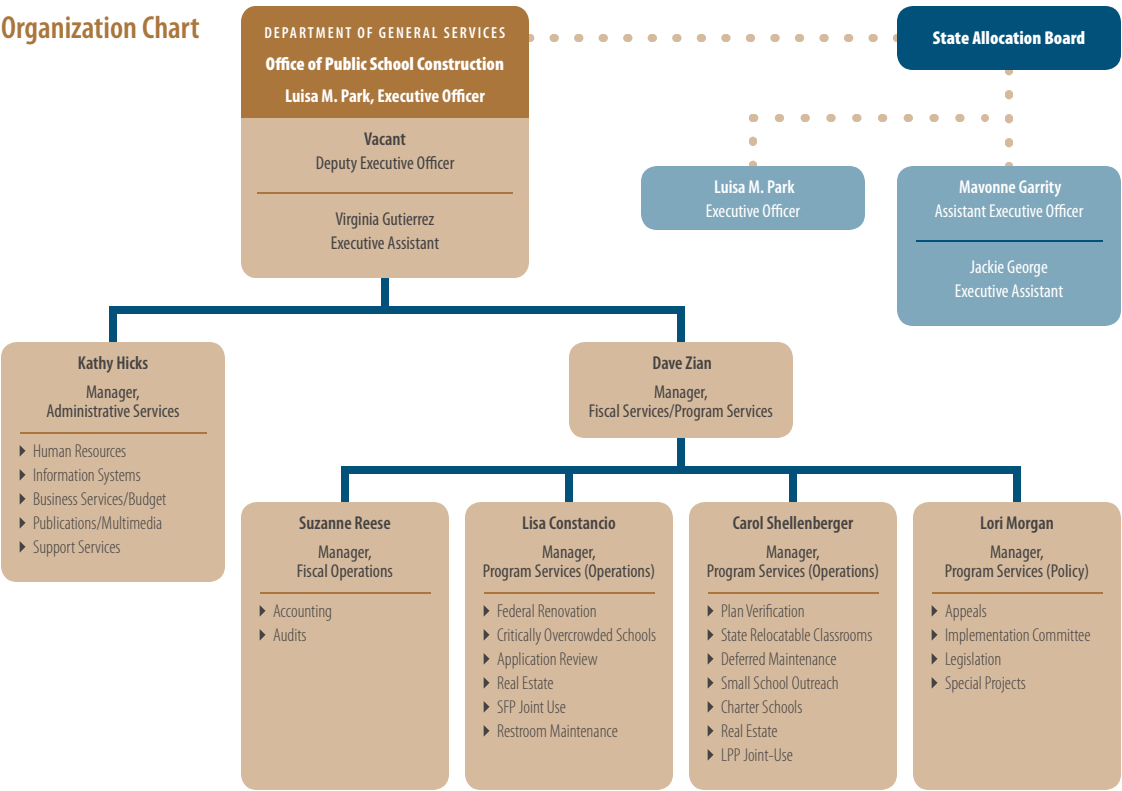


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Organization Chart



School Facility Program

Funds for the School Facility Program (SFP) may be from any funding source made available to the SAB. This includes proceeds from the sale of State General Obligation Bonds and the State General Fund. In addition, districts are required to provide a portion of the cost of a project from funds available to the school district. This may include, among other sources, local general obligation bonds, developer fees, general fund, etc.

The New Construction Grant

The New Construction Program provides State funds on a 50/50 State and local sharing basis for public school capital facility projects in accordance with statute. Eligibility for State funding is based on a district's need to house pupils and is determined by criteria set in law.

Education Code Section 17072.10 establishes the "new construction grant" per unhoused pupil for new construction projects. The SAB approved the annual adjustment to the grant on January 28, 2004. The adjusted grants are as follows:

- ▶ \$6,729 for each elementary school pupil.
- ▶ \$7,159 for each middle school pupil (include grade 6, if part of a 6–8 grade school).
- ▶ \$9,372 for each high school pupil.
- ▶ \$14,429 for each pupil that is a Non-Severely Disabled Individual with Exceptional Needs
- ▶ \$21,575 for each pupil that is a Severely Disabled Individual with Exceptional Needs

This "new construction grant" amount is intended to provide the State's share for all necessary project costs with the exception of site acquisition, utilities, off-site and service-site development. The necessary project costs include, but are not limited to, funding for design, the construction of the building, general-site development, education technology, unconventional energy, tests, inspections and furniture/equipment. The amounts shown are adjusted annually based on the change in the Class B Construction Cost Index as approved by the SAB each January.

New Construction Project Application Forms

- ▶ SAB 50-01, Enrollment Certification Projection
- ▶ SAB 50-02, Existing School Building Capacity
- ▶ SAB 50-03, Eligibility Determination
- ▶ SAB 50-04, Application for Funding

The Modernization Grant

The Modernization Program provides State funds on a 60/40 basis for improvements to educationally enhance school facilities. Projects eligible under this program include such modifications as air conditioning, plumbing, lighting, and electrical systems. Site acquisition may not be included in modernization applications.

Education Code Section 17074.10 establishes the "modernization grant" for each pupil to be housed in buildings to be modernized. The SAB approved the annual adjustment to the grant on January 28, 2004. The adjusted grants are as follows:

- ▶ \$2,924 for each elementary school pupil.
- ▶ \$3,093 for each middle school pupil.
- ▶ \$4,049 for each high school pupil.
- ▶ \$6,233 for each pupil that is a Non-Severely Disabled Individual with Exceptional Needs
- ▶ \$9,316 for each pupil that is a Severely Disabled Individual with Exceptional Needs

The "modernization grant" amount is intended to provide the State's share for all necessary project costs. The necessary project costs include, but are not limited to, funding for design, the modernization of the building, education technology, unconventional energy, tests, inspections and furniture/equipment. The amounts shown are adjusted annually based on the change in the Class B Construction Cost Index as approved by the SAB each January.

Modernization Project Application Forms

- ▶ SAB 50-03, Eligibility Determination
- ▶ SAB 50-04, Application for Funding

School Facility Program...

Charter Schools

This program is intended to provide a charter school with funding to construct new facilities. To qualify for funding a charter must be deemed financially sound by the California School Finance Authority and meet the eligibility criteria outlined in law. The criteria includes SFP new construction eligibility to support the project. A charter or school district filing on behalf of a charter under this program may receive a reservation of funding, by submitting a preliminary application, prior to receiving the necessary approvals from other State entities. Once those approvals are received the preliminary apportionment may be converted to a final apportionment and the funds previously set aside by the SAB may be released. The deadline to file a preliminary application for funds made available through Proposition 55 was July 29, 2004. Preliminary apportionments for these applications will be awarded in early 2005. Should additional funds become available in the future, The State Allocation Board will establish new filing periods.

Charter Schools Project Application Forms

- ▶ SAB 50-01, Enrollment Certification/Projection
- ▶ SAB 50-04, Application for Funding (to be used upon final conversion only)
- ▶ SAB 50-09, Application for Charter School Preliminary Apportionment

Critically Overcrowded Schools

The Critically Overcrowded Schools (COS) program allows school districts with qualifying critically overcrowded school facilities to apply for a preliminary apportionment for new construction projects to relieve overcrowding. The preliminary apportionment serves as a reservation of funds and must be converted within a four-year period to a final apportionment that meets all the SFP New Construction program laws and regulations required for such an apportionment.

A school district must have both SFP new construction eligibility and one or more schools on the California Department of Education's (CDE) COS School Source List. In order to have a school qualify for inclusion on the CDE Source School List, the school site utilizing the 2001–2002 CBEDS enrollment must have a pupil density greater than 115 pupils per acre for K–6 and 90 pupils per acre for 7–12.

Applications for a COS preliminary apportionment will be accepted through June 30, 2004.

If the requests for preliminary apportionments exceeds the funds available, projects will be ranked by the highest density levels relative to the CDE standard and funded from the highest to the lowest density.

Critically Overcrowded Schools Project Application Form

- ▶ SAB 50-08, Application for Preliminary Apportionment

Education Facilities Bond Breakdowns

PROGRAM	BOND 2002: \$13,050,000,000	BOND 2004: \$12,300,000,000
New Construction	\$ 3,450,000,000 ¹	\$ 5,260,000,000 ³
Modernization	\$ 1,400,000,000 ²	\$ 2,250,000,000
New Construction Backlog	\$ 2,900,000,000	—
Modernization Backlog	\$ 1,900,000,000	—
Critically Overcrowded Schools (COS)	\$ 1,700,000,000	\$ 2,440,000,000
Joint Use	\$ 50,000,000	\$ 50,000,000
Total K–12	\$11,400,000,000	\$10,000,000,000 ⁴

¹ \$100 million – charter schools; and \$14.2 million – energy efficiency

² \$5.8 million – energy efficiency

³ \$300 million – charter schools

⁴ \$20 million total – energy efficiency set aside for new construction and modernization

School Facility Program...

Joint-Use Projects

Under the SFP a method to fund certain types of joint-use projects has been implemented. There are two types of joint-use projects, both types include specific project eligibility.

- ▶ A Type I must be part of an SFP new construction project that will either increase the size, create extra costs, or both beyond that necessary for school use of the multi-purpose room, gymnasium, childcare facility, library, or teacher education.
- ▶ A Type II may be part of a modernization or may be a stand alone project located at a school that does not have the type of facility or the existing facility is inadequate. The project proposes to reconfigure existing school buildings, construct new school buildings, or both to provide for a multi-purpose room, gymnasium, childcare facility, library, teacher education facility, or pupil academic achievement facility.

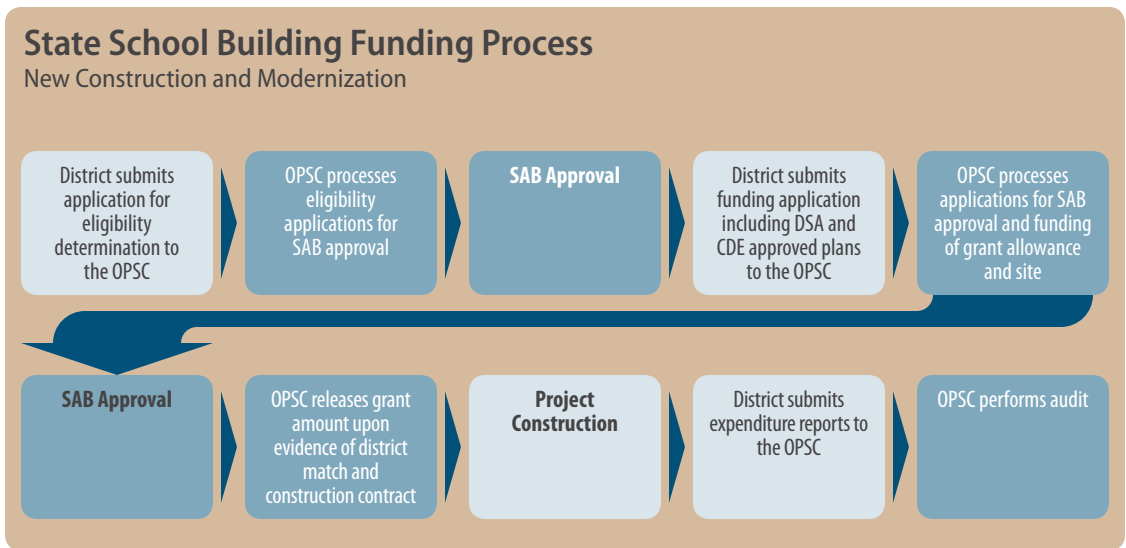
For a Type II project that improves pupil academic achievement, the plans and specifications must have been accepted by the Division of the State Architect for review and approval prior to January 1, 2004, in order to qualify under the grandfathering provision.

The state and local contribution to a joint-use project is 50/50. The joint-use partner must match a minimum 25 percent of the eligible project costs. If the district has passed a bond which specifies that the monies are to be used specifically for the purposes of the joint-use project, then the district can opt to pay up to the full 50 percent local share of eligible costs. Anything beyond the eligible project cost are the responsibility of the joint-use partner and/or the district.

OPSC will be accepting applications through May 31, 2005, for apportionment at the July 27, 2005, SAB meeting; \$62.8 million is available. Any additional funding made available by May 31 of each year will be apportioned at the following July Board meeting based on the SFP regulations in effect at that time. The State's contribution toward the project is 50 percent, not to exceed the maximum contribution of \$1 million for an elementary school, \$1.5 million for a middle school, and \$2 million for a high school.

Joint-Use Project Application Form

- ▶ SAB 50-07, Application for Joint-Use Funding



School Facility Program Construction Process

The process of constructing or modernizing a school building originates with and is the responsibility of the individual school district. The school district determines the type and size of the school building utilizing criteria set forth from the CDE. The size is also determined by the number of students to be housed in the facility and consideration of health and safety issues designated by the appropriate state agencies. The school district should encourage and incorporate participation from the local community for input into the site location and design features. The school district usually utilizes community information workshops to generate community input and support. Dedication by the district and support from the community are as important as the site selection approval and acquisition process that may take one or more years.

In the meantime, the school district should have passed a local bond or secured alternative funding for its share of the project. Without this funding, the school district cannot meet the 50 percent funding requirement for new construction project or the 40 percent funding requirement for modernization projects.

A district may submit an application to the OPSC for eligibility determination prior to commencing the project design. The OPSC will make every effort to process the eligibility application for SAB approval within 90 days. The district may proceed with the hiring of an architect for the development of plans and specifications for the school. Once the plans and specifications are completed by the architect, they are forwarded to the Division of the State Architect (DSA) for processing. In order for the district to request project funding, the district is required to verify that they have their 50/40 percent share of the project cost, stamped DSA

plans, and approval of the site and plans by the CDE. In the event the district is unable to share in the cost of the project, the district can pursue financial assistance through the Financial Hardship provisions. Once the completed funding application is received, the OPSC will make every effort to process the application within 90–120 days and will present it to the SAB for an apportionment.

With all approvals and funding in place, the actual construction time on an average school of 2,000 students, takes approximately two years. Total design development and construction time from concept to occupancy is between 2 to 4 years. However, portable school construction projects can be completed within 9 to 15 months from concept to occupancy.

Other Programs Administered by the State Allocation Board

State Relocatable Classroom Program

The State Relocatable Classroom Program is designed to meet classroom needs for those districts impacted by excessive growth or unforeseen classroom emergencies. The SAB allocates funds for the acquisition, installation and relocation of safe relocatable classroom facilities. The classrooms are leased to the school districts for up to \$4,000 per year on a year-to-year basis. These 960 square foot facilities are insulated and air conditioned.

Funding for this program may be from any funds available to the SAB. This may be from the proceeds from the sale of State General Obligation Bonds, lease and sale revenues, or State General Fund.

Note: The SAB has a Disabled Veteran Business Enterprise policy which is applicable to the State Relocatable Classroom Program.

Program Application Forms

- ▶ SAB 25-1, Eligibility Worksheet
- ▶ SAB 25-2, Application to Lease State Relocatable Classroom
- ▶ SAB 25-3, Site Readiness Notification
- ▶ SAB 25-4, Certification for Reimbursement

Deferred Maintenance Program

The State School Deferred Maintenance Program provides State matching funds, on a dollar-for-dollar basis, to assist school districts with expenditures for major repair or replacement of existing school building components. Typically, this includes plumbing, heating, air conditioning, electrical systems, roofing, interior/exterior painting, floor systems, etc. Funds are also provided for critical hardship projects if the work must be completed within one year.

Funding for this program is generated from the amount of school district repayments under the State School Building Aid program that exceed the amount necessary to service the indebtedness on State General Obligation Bonds sold and loaned to the districts for that program and from certain State School Site Utilization Funds. Additional funds may be appropriated from the State General Fund.

Program Application Forms

- ▶ SAB 40-1, Five Year Plan
- ▶ SAB 40-5, Critical Hardship Application
- ▶ SAB 40-7, Certification of Deposits

Additional Information

For additional information regarding the State School Facility Programs, refer to the following program manuals which are available on the OPSC Web site.

- ▶ School Facility Program Guidebook
- ▶ Deferred Maintenance Program Handbook
- ▶ State Relocatable Classroom Program Handbook
- ▶ Unused Sites Program Handbook

Also available for additional reading and information:

- ▶ Architect's Submittal Guidelines
- ▶ Substantial Progress and Expenditure Audit Guide
- ▶ Cost Reduction Guidelines
- ▶ Cookbook for Energy Conservation Measures
- ▶ Disabled Veteran Business Enterprise Information and Forms Package
- ▶ Best Practices
- ▶ Program Forms

Summary of Bond Allocations 1990–2004 (Amounts are in Millions of Dollars)

	JUN 1990	NOV 1990	JUN 1992	NOV 1992	MAR 1996	NOV 1998	NOV 2002	MAR 2004	TOTAL
New Construction	\$ 630.0	\$ 631.0	\$1,403.0	\$ 678.0	\$1,127.8	\$2,900.0	\$ 6,250.0 ¹	\$ 4,960.0	\$18,579.8
Modernization	\$ 123.0	\$ 105.0	\$ 446.0	\$ 192.0	\$ 705.0	\$2,100.0	\$ 3,300.0 ²	\$ 2,250.0	\$ 9,221.0
Hardship	—	—	—	—	—	\$1,000.0	—	—	\$ 1,000.0
Class-Size Reduction	—	—	—	—	—	\$ 700.0	—	—	\$ 700.0
Charter Schools	—	—	—	—	—	—	\$ 100.0	\$ 300.0	\$ 400.0
Critically Overcrowded Schools	—	—	—	—	—	—	\$ 1,700.0	\$ 2,440.0	\$ 4,140.0
Joint-Use	—	—	—	—	—	—	\$ 50.0	\$ 50.0	\$ 100.0
Ed-Tech Counties	—	—	—	—	\$ 45.0	—	—	—	\$ 45.0
Air-Conditioning	\$ 33.0	\$ 44.0	\$ 49.0	\$ 12.0	\$ 26.8	—	—	—	\$ 164.8
State Relocatables	\$ 14.0	\$ 20.0	—	—	\$ 28.0	—	—	—	\$ 62.0
Asbestos	—	—	\$ 2.0	\$ 7.0	—	—	—	—	\$ 9.0
Northridge Earthquake	—	—	—	\$ 11.0	\$ 13.4	—	—	—	\$ 24.4
60/40	—	—	—	—	\$ 40.0	—	—	—	\$ 40.0
Roofs	—	—	—	—	\$ 30.0	—	—	—	\$ 30.0
Joint Use (EC Section 17052)	—	—	—	—	\$ 25.0	—	—	—	\$ 25.0
Child Care	—	—	—	—	\$ 5.0	—	—	—	\$ 5.0
Contingency Reserve	—	—	—	—	\$ 19.0	—	—	—	\$ 19.0
Total Bond Funds	\$ 800.0	\$ 800.0	\$1,900.0	\$900.0	\$2,065.0	\$6,700.0	\$11,400.0	\$10,000.0³	\$34,565.0

¹ \$14.2 million – energy efficiency

² \$5.8 million – energy efficiency

³ \$20 million total – energy efficiency set aside for new construction and modernization

Summary of Deferred Maintenance Allocations (Amounts are in Millions of Dollars)

	1994–95	1995–96	1996–97	1997–98	1998–99	1999–00	2000–01	2001–02	2002–03	2003–04	TOTAL
Excess Repayments	\$ 44.6	\$ 40.5	\$ 40.7	\$ 35.0	\$ 29.3	\$ 25.7	\$ 20.7	\$ 18.1	\$ 15.6	\$ 16.0	\$ 286.2
Other Legislation	\$ 24.7	\$ 50.0	—	\$ 100.0	\$ 137.6	\$ 143.7	\$ 176.1	\$ 176.3	\$ 208.0	\$ 76.8	\$1,016.4
Total	\$ 69.3	\$ 90.5	\$ 40.7	\$ 135.0	\$ 166.9	\$ 169.4	\$ 196.8	\$ 194.4	\$ 223.6	\$ 92.8	\$1,379.4

